

Statement of Deficiencies

5305-B: Liability Insurance

Not Met

Policy Name/Number : none

Dates of Coverage : none

Findings/Corrections

5305.B. The Provider lacked required documentation of current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury. The provider shall be responsible for payment of medical expenses of a child injured while in the provider's care. Documentation to consist of the insurance policy or current binder that includes the name of the child care facility, physical address of the center(s), name of the insurance company, policy number, period of coverage and the explanation of the coverage.

Although this provider has general liability insurance, and even excess liability insurance, the coverage offered to children in care appears to be limited to an event in which the Assumption Parish Head Start is negligent. Because coverage does not explicitly include the payment of medical expenses of a child injured while in care, regardless of negligence, the provider's liability insurance seems to lack appropriate coverage as per this standard. See attachment.

The provider claims that the school board holds an additional self-insured policy which provides for \$15,000 of medical payment coverage for each child. Although this policy seems to fulfill 5305 B., the provider lacks documentation on this date which could conclusively demonstrate compliance with this standard.

5305-E: State Fire Marshal

Not Met

State Approval Date : 12/5/03

Findings/Corrections

5305.E. The Provider lacked documentation of a current annual fire safety inspection and approval from the Office of State Fire Marshal. The last fire marshal inspection of this center was performed on December 5, 2003. The Director shall attempt to prompt an inspection by calling the Office of State Fire Marshal immediately.

5311-A: Personnel Records

Not Met

Findings/Corrections

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for staff as follows: [one staff person]. Documentation of submission [**was not**] available. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another.

5312-D: Continuing Education

Not Met

Findings/Corrections

5312.D.1. There was no documentation that paid and non-paid staff, [one substitute], who are left alone with children, or who have supervisory or disciplinary authority over children have obtained 12 clock hours of approved training per center's anniversary year. This is in addition to the required training from the Department of Health, Pediatric First Aid and Infant/Child/Adult CPR.

5312.D.2. There was no documentation that [one driver], who are neither left alone with children, nor have supervisory nor disciplinary authority over children, obtained at least three (3) clock hours of approved training in job related topics per center's anniversary year.

5321-J: Daily Observation of Children

Not Met

Findings/Corrections

5321.J. The provider did not consistently document parental explanation relative to observations noted on children who were observed for possible signs of illness, infections, bruises and injuries, physical condition, etc. upon arrival to the center. Results including an explanation from parent and/or child shall be documented.

Statement of Deficiencies

5331-H: Appropriate Driver's License

Not Met

Findings/Corrections

5331.H. The Provider lacked documentation that all individuals who drive vehicles to transport the children have a copy of a valid appropriate Louisiana driver's license. This deficiency refers to missing documentation for a driver for one field trip.

5333-F: Vehicles Visual Check

Not Met

Findings/Corrections

5333.F. The Provider did not have documentation that the driver or a staff person checked the vehicle and accounted for each child upon arrival and departure at each destination to ensure no child is left on the vehicle or at any destination. This deficiency refers to two field trips taken during the center's anniversary year which featured two destinations. Documentation was available for only one destination of each of the two trips.

*** Documentation shall include the signature of the person conducting the check and the time the vehicle is checked for each loading and unloading of children.

5335-F: Visual Check of Vehicle

Not Met

Findings/Corrections

5335.F. Documentation of the visual check of the vehicle was incomplete as it did not include the signature of the person conducting the check. Staff verification with a signature is done only once per day, instead of at the two separate times that vehicle checks are performed.

***Complete documentation includes signature of the person conducting the check and the time the vehicle was checked.